



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

*"To Enrich Lives Through Effective And Caring Service"*

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

July 15, 2014

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

## ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

18 July 15, 2014

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

**DEPARTMENT OF PUBLIC WORKS:  
DOWNTOWN MENTAL HEALTH CENTER PROJECT  
APPROVE PROJECT BUDGET AND SCHEDULE  
APPROVE APPROPRIATION ADJUSTMENT  
SPECS. 7265; CAPITAL PROJECT NO. 77580  
SECOND DISTRICT  
(4 VOTES)**

### SUBJECT

The recommended actions will approve the Project budget and schedule, and an appropriation adjustment for the Downtown Mental Health Center Project.

### **IT IS RECOMMENDED THAT THE BOARD:**

1. Approve the Project schedule and total Project budget in the amount of \$15,950,000 for the Downtown Mental Health Center Project.
2. Approve an appropriation adjustment to transfer \$11,448,000 from Committed for Budget Uncertainties in Mental Health Services Act-Proposition 63 Fund, BTI Fund, to Capital Project No. 77580, to fully fund the Downtown Mental Health Center Project.
3. Authorize the Department of Public Works to deliver the Downtown Mental Health Center Project using a Board-approved Job Order Contracts.

## **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will approve the Project budget, schedule, and an appropriation adjustment for the Downtown Mental Health Center Project (Project); and authorize the Department of Public Works (Public Works) to proceed with construction using existing Board-approved Job Order Contracts.

### **Background**

The Downtown Mental Health Center (Center) is located at 529 South Maple Avenue, in the City of Los Angeles. Since September 30, 2000, the Department of Mental Health (Mental Health) has leased 25,000 rentable square-feet of office space and 84 parking spaces at this location to house approximately 73 staff positions and services approximately 220 client visits per day. The Center provides direct services to clients in the surrounding vicinity of Service Area 4, including outpatient adult and family/older adult outpatient services geared toward the recovery model and includes treatment of co-occurring disorders, psychological and vocational assessment services, group and family therapy, and the Department of Public Social Services' CalWORKS and General Relief Opportunities for Work (GROW) programs, wellness, and crisis resolution services.

Mental Health requested Public Works to conduct a structural assessment of the building in 2010. On October 20, 2010, Public Works completed the building evaluation. The evaluation concluded that certain systems repairs/replacements and seismic upgrade of the building are required if the County is to continue to house services in the building for the long-term.

On December 3, 2013, the Board approved the establishment of the Capital Project No. 77580, and authorized Public Works to complete the design of tenant improvements for the Project. At that time, we noted that we would return to the Board for approval of the Project budget and schedule upon completion of the design documents and construction cost estimates. The Project consists of a major tenant improvements remodel to the existing building, including the demolition of the existing interiors, tenant improvements to the 25,000 square feet, seismic upgrade of the structure, and the replacement of both the electrical, heating, ventilation, and air-conditioning systems.

On March 18, 2014, the Board authorized the Chief Executive Officer to exercise an option to purchase the property located at 529 South Maple Avenue and 525 South Maple Avenue (parking lot) in the City of Los Angeles, at a negotiated price of \$3,500,000, plus additional title and escrow closing fees. On May 30, 2014, the acquisition of the property was completed and escrow closed.

Approval of these recommendations will allow Public Works to proceed with the construction of the Project.

### **Green Building/Sustainable Design Program**

The Project will support the Board's Policy for Green Building/Sustainable Design Program. The design will seek to optimize efficient use of water and electrical energy whenever possible.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) and Integrated Services Delivery (Goal 3), by investing in public health infrastructure to enhance the safety of patients and staff, and improving patient care with infrastructure.

### **FISCAL IMPACT/FINANCING**

The total Project cost, including property acquisition, plans and specifications, construction, civic art fees, plan check, consultant services, and County services, is estimated at \$15,950,000. The Project Budget Summary and Schedule are included in Attachment A. The Project is fully funded by State Mental Health Services Act revenue.

On December 3, 2013, the Board approved \$1,000,000 to fund design services. On March 18, 2014, the Board approved an additional \$3,502,000 for property acquisition costs. Approval of the appropriation adjustment (Attachment B) will authorize the transfer of \$11,448,000 from the Committed for Budget Uncertainties in Mental Health Services Act-Proposition 63 Fund, BT1 Fund, to the Project to fully fund the remaining refurbishment costs.

#### **Operating Budget Impact**

Upon completion of the Project, Mental Health will report to the Board specific impacts to the Center's operations and budget.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

In accordance with the Board's Civic Art Policy adopted on December 7, 2004, and amended on December 15, 2009, the Project budget includes 1 percent of design and construction costs to be allocated to the Civic Arts Fund.

### **ENVIRONMENTAL DOCUMENTATION**

On March 18, 2014, the Board approved the Mitigated Negative Declaration. The recommended actions are within the scope of this Mitigated Negative Declaration.

Upon the Board's approval of the Project, Public Works will file a Notice of Determination with the Registrar-Recorder/County Clerk in accordance with Section 21152(a) of the California Public Resources Code.

### **CONTRACTING PROCESS**

Public Works used one of its as-needed architectural/engineering firms, to provide the programming and design services for the Project. On December 3, 2013, we informed the Board that Public Works intends to use Board-approved Job Order Contracts to construct the Project.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The recommended actions will have no impact to current services at the Center because plans are underway to temporarily relocate operations during the construction of the Project. Public Works will coordinate closely with Mental Health prior to the renovation work in order to minimize impacts to existing operations.

**CONCLUSION**

Please return one adopted copy of this Board letter to the Chief Executive Office, Facilities and Asset Management Division; the Department of Mental Health; and the Department of Public Works, Project Management Division I.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "W. T. Fujioka", with a stylized flourish at the end.

WILLIAM T FUJIOKA

Chief Executive Officer

WTF:SHK:DJT

SW:CV:rp

Enclosures

c: Executive Office, Board of Supervisors  
County Counsel  
Arts Commission  
Auditor-Controller  
Mental Health  
Public Works

July 15, 2014

**ATTACHMENT A**

**DEPARTMENT OF PUBLIC WORKS:  
DOWNTOWN MENTAL HEALTH CENTER PROJECT  
APPROVE PROJECT BUDGET AND SCHEDULE  
APPROVE APPROPRIATION ADJUSTMENT  
SPECS. 7265; CAPITAL PROJECT NO. 77580**

**I. PROJECT BUDGET SUMMARY**

<b>Project Activity</b>	<b>Board-Approved Completion Date</b>
Environmental Impact Report	01/07/2014*
Programming	04/22/2014*
Design	06/19/2014*
Jurisdictional Agency Approval	09/11/2014
Award Construction Contract	11/21/2014
Construction	
Substantial Completion	08/28/2015
Acceptance	10/09/2015
Project Closeout	10/23/2015

\*Indicates actual date.

## II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Land Acquisition	\$ 3,502,000
Construction	
Low-Bid Construction Contract	\$ 0
Job Order Contract	8,510,000
Change Order Contingency	1,289,500
Utility Fee	0
Construction Consultants	0
Telecomm Equip - Affixed to Building	0
Civic Arts	\$ 93,500
Subtotal	\$ 9,893,000
Programming/Development	\$ 0
Plans and Specifications	
Architect/Engineer Fee – Plans and Specs	\$ 840,000
Design Contingency	\$ 100,000
Subtotal	\$ 940,000
Consultant Services	
Site Planning	\$ 0
Hazardous Materials	50,000
Geotech/Soils Report and Soils Testing	25,000
Material Testing	60,000
Peer Review Services	25,000
Inspection Services	0
Topographic Surveys	25,000
Construction Management	0
Construction Administration	0
Environmental	0
Move Management	0
Equipment Planning	0
Consultant Contingency	47,000
Other:	\$ 0
Subtotal	\$ 232,000
Miscellaneous Expenditures	\$ 50,000
Jurisdictional Review/Plan Check/Permit	\$ 100,000
County Services	
Code Compliance Inspection	\$ 300,000
Quality Control Inspection	0
Design Review	0
Design Services	0
Contract Administration	80,000
Project Management	0
Project Management Support Services	550,000
DPW Job Order Contract Management	50,000
ISD ITS Communications	100,000
Project Technical Support	120,000
ISD Countywide Contract Compliance Section	15,000
County Counsel	0
Other: Contingency	\$ 18,000
Subtotal	\$ 1,233,000
<b>TOTAL</b>	<b>\$15,950,000</b>



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BA FORM 03/13

BOARD OF  
SUPERVISORS  
OFFICIAL COPY

COUNTY OF LOS ANGELES

**REQUEST FOR APPROPRIATION ADJUSTMENT**

DEPT'S. NO. 060

DEPARTMENT OF CHIEF EXECUTIVE OFFICE

July 1, 2014

**AUDITOR-CONTROLLER:**

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

**ADJUSTMENT REQUESTED AND REASONS THEREFOR**

**FY 2014-15**

**4 - VOTES**

**SOURCES**

**USES**

BA DETAIL, SEE ATTACHED PAGE 1

BA DETAIL, SEE ATTACHED PAGE 1

**SOURCES TOTAL: \$ 22,896,000**

**USES TOTAL: \$ 22,896,000**

**JUSTIFICATION**

This appropriation adjustment is necessary to transfer \$11,448,000 of Mental Health Services Act-Proposition 63 fund from Committed for Budget Uncertainties to the Downtown Mental Health Clinic Project to fully fund the refurbishment of the project. There is no impact on net County cost.

**ADOPTED**  
BOARD OF SUPERVISORS

AUTHORIZED SIGNATURE Sabra White, Manager, CEO

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

**#18**

**JUL 15 2014**

*Sachi A. Hamai*  
**SACHI A. HAMAI**  
**EXECUTIVE OFFICER**

REFERRED TO THE CHIEF  
EXECUTIVE OFFICER FOR ---

☐

ACTION

☒

RECOMMENDATION

AUDITOR-CONTROLLER

BY

B.A. NO. 007

*[Signature]*  
July 2 20 14

☒

APPROVED AS REQUESTED

☐

APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY

*[Signature]*  
July 2 20 14

July 15, 2014

**ATTACHMENT B**

**DEPARTMENT OF PUBLIC WORKS:  
DOWNTOWN MENTAL HEALTH CENTER PROJECT  
APPROVE PROJECT BUDGET AND SCHEDULE  
APPROVE APPROPRIATION ADJUSTMENT  
SPECS. 7265; CAPITAL PROJECT NO. 77580**

**APPROPRIATION ADJUSTMENT**

FY 2014-15  
4 - VOTES

**SOURCES:**

**USES:**

Mental Health Services Act-Prop 63 BT1-3047 Committed for Budget Uncertainties Decrease Obligated Fund Balance	\$11,448,000	Mental Health Services Act-Prop 63 BT1-MH-6100-41189 Other Financing Uses Increase Appropriation	\$11,448,000
Department of Mental Health Downtown Mental Health Clinic A01-CP-96-9919-65039-77580 Operating Transfer In/CP Increase Revenue	\$11,448,000	Department of Mental Health Downtown Mental Health Clinic A01-CP-6014-65039-77580 Capital Assets-Building & Improvement Increase Appropriation	\$11,448,000
TOTAL SOURCES:	\$22,896,000	TOTAL USES:	\$22,896,000

This appropriation adjustment is necessary to transfer \$11,448,000 of Mental Health Services Act-Proposition 63 fund from Committed for Budget Uncertainties to the Downtown Mental Health Clinic Project to fully fund the project. There is no impact on net County cost.

**ADOPTED**  
BOARD OF SUPERVISORS

**#18 JUL 15 2014**

BA #007  
*[Signature]* July 2, 2014

*[Signature]*  
SACHIN CHAMAI  
EXECUTIVE OFFICER